**MINUTES OF OCTOBER 17, 2017 REGULAR MEETING**

**Board of Commissioners of**

**Bayou D’Arbonne Lake Watershed District Regular Meeting**

Union Parish Courthouse Annex

303 East Water Street

Farmerville, LA 71241

1. Roll Call – President Bruce Hampton called the meeting to order. Commission members present were Bruce Hampton, Trotter Hunt, Terri Towns, and Guy Fortenberry. Steve Cagle, Cary Brown and Jake Halley were absent. Also present were Bill Carter, Ron Riley, Robert Lemoine and State Representative Rob Shadoin.
2. Invocation/Pledge of Allegiance – Terri Towns led the invocation, and Guy Fortenberry led the Pledge of Allegiance.

C. Public Comment Registration – No one signed up to make a public comment.

D. Agenda Approval – Motion was made by Trotter Hunt and seconded by Guy Fortenberry to amend Section E and F of the October Agenda to substitute September for August and approve the October 2017 Agenda as amended. The motion passed unanimously.

E. Approval of Minutes – Motion was made by Guy Fortenberry and seconded by Terri Towns to approve the minutes of the September 2017 meeting. The motion passed unanimously.

F. Treasurer's Report:

1. Approve September 2017 Bank Account Summary – A motion was made by Trotter Hunt and seconded by Terri Towns to approve the September 2017 Bank Account Summary. The motion passed unanimously.

2. Approve September 2017 Bank Statement Reconciliation – A motion was made by Trotter Hunt and seconded by Guy Fortenberry to approve the September 2017 Bank Statement Reconciliation. The motion passed unanimously.

3. Approve September 2017 Financial Report – A motion was made by Trotter Hunt and seconded by Terri Towns to approve the September 2017 Financial Report. The motion passed unanimously.

G. Old and New Business:

1. Channel Markers – (a) FEMA Claims, and (b) Repair Status – Ron Riley indicated that the project cost is 2.5 times the annual revenue of the Commission ($160,00 total) and it is difficult for the Commission to participate because the project must be funded upfront and GOSEPH cannot process the reimbursement for a minimum of 2 months, and as much as 5 months. An appeal was made to GOSEPH to split the project into two smaller projects to get under $120,000. Mr. Riley thought they may be able to pay a check up front and then proceed with the project. The request has been received by GOSEPH and no response has been given yet. Mr. Hampton asked about a project timeline and Mr. Riley indicated that it would take approximately 2 months to bid the project (25 day minimum) and then be bonded (2 weeks), and then 6 weeks to 2 months for the project itself. Mr. Hampton indicated that an alternate plan was to pay $40,000 of the project cost and finance the other $120,000.

2. New Lake Maps – No action taken.

3. Discussion and Take Action, if Necessary, Regarding Policy for Primary Financial and Business Functions to Include Those for Cash – No action taken.

4. Discuss and Take Action, if Necessary, on Permanent Mowing Contract –Mark Bryan sent in a timely quote, but it was not acted on by the Commission. Commission decided to continue the temporary contract with Mark Bryan through the end of the mowing season.

5. Discuss and Take Action, if Necessary, Regarding An Needed Repairs at Various Boat Ramp Sites, Including Piers– No action taken.

6. Discuss and Take Action, if Necessary, Regarding 2017 Spillway Inspection Report – Mr. Riley received the 2017 Spillway Inspection Report and indicated that the it had been since 2012 since the inspection had been done with no water going over the Spillway. He has asked multiple times that the dam be inspected in August or September, but they always do it in March or April when the water is up. They were not able to go under the gallery for the last 3 years. DOTD has requested that they schedule the inspection for later in the year.

7. Reminder Regarding Filing Financial Disclosure Statements by Commissioners – Mr. Hampton stated that the deadline for this year has passed, but we are leaving this on the Agenda for the new members as a constant reminder.

8. Reminder Regarding Board Member Ethics Training by Commissioners – Mr. Hampton reiterated that ethics training can be done online, and the Board has until the end of the year to do this. He reminded everyone when you do take the seminar, the certificates should be emailed to him or Janet Cowart to print for the auditors.

H. Public Comment – Mr. Shadoin commented about GOSEPH and indicated that he would make some calls to speed up the process. He reminded the Commissioners that November 1 is the deadline for making capital outlay requests. Mr. Riley said that he would get the information to Mr. Shadoin for the Mega Ramp.

I. Adjourn – A motion to adjourn was made by Terri Towns and seconded by Trotter Hunt. The motion passed unanimously and the meeting adjourned.